

Ashbury Park

RENTAL REMINDERS FOR ASHBURY PARK CLUBHOUSE RENTAL

When preparing to close up the clubhouse after rental, please make sure the following items are completed or there will be a charge.

1. Please be sure to allow enough time to clean up and be out of the clubhouse by midnight on Friday and Saturday nights and by 11 pm on Sunday through Thursday nights.
2. Please be sure to clean up after your event. The clubhouse must be left in the same condition as before the rental.
3. Make sure **all** doors are locked.
4. Set the alarm (if there is one) when leaving for the last time.

Fees associated with failing to complete the above listed items:

****Fee for failing to set the alarm - \$50**

****Fee for failing to clean properly - \$75**

****Fee for running event past midnight - \$125**

Clubhouse committee member: _____ Phone: _____